

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

Our Mission
"Honoring California's Veterans"



Classification: **Hospital Worker**
(Salary: \$ 2134.00 - 2591.00)

Tenure/Time Base: **Permanent, Full-time**

Location: **Veterans Home of California – Lancaster**
45221 30th Street West, Lancaster, CA. 93536

WHO SHOULD APPLY:

Current State employees in this classification or those who are eligible on a certification list, transfers, or reinstatement may apply for this vacancy. SROA/SURPLUS PROVISIONS APPLY. If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at www.cdva.ca.gov, or to view examinations offered by all State departments, please visit the State Personnel Board's website at <http://www.spb.ca.gov>. HONORABLY DISCHARGED VETERANS WHO FALL UNDER EITHER CATEGORY AND MEET THE REQUIREMENTS STATED ON THE JOB AND/OR EXAMINATION ANNOUNCEMENT ARE ENCOURAGED TO APPLY.

Duties and Responsibilities:

Under the general direction of the Supervising Registered Nurse

- Performs routine housekeeping tasks such as sweeping, mopping, dusting furniture and fixtures. Tasks may be in common areas or members' rooms.
- Provides members with assistance in bathing, dressing, grooming, and other areas of personal hygiene when necessary.
- Assists members in maintaining their ability to live independently may include but not limited to room cleanliness and organization, mail sorting, personal effect management.
- Assists with packing and unpacking of members' personal property during admission or discharge process of residents.
- Assists members with the washing of their personal laundry and bed linens; assists members with weekly bed linen changes.
- Makes rounds of building as necessary and observes members for unusual symptoms or behaviors and takes appropriate action when necessary.
- Encourages members to be active and involved socially; provides accompaniment and support to residents participating in activities in or away from the facility.
- Assists members with prescribed medications which are self-administered.
- Is vigilant of any unsafe or unhealthy condition. Corrects or reports such conditions to the appropriate person for correction.

How to Apply: Candidates should submit a State Application (STD. 678) and résumé to:

Department of Veterans Affairs
Human Resources Division
1227 "O" Street, Room 404
Sacramento, CA 95814
Attn: Jacquie Ruiz, M80#055G-08/09

Inquiries:

Voice: (916) 653-2535
TDD: (916) 653-1966

Note: In Line #12 on the State Application, you must clearly indicate the basis of your eligibility; i.e., List, Transfer, SROA, Surplus, Re-employment, or Reinstatement. Failure to do so could result in being rejected from the interview process. Please place Attn: J. Ruiz and M80#055G-08/09 on your application.

Final Filing Date: Until Filled

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED.
RELEASED: 1.12.09